

San Bernardino County IHSS Advisory Committee



784 E Hospitality Ln
San Bernardino CA 92415
May 5, 2021 Wednesday
9:00 AM to 12:00 PM
Teleconference

Minutes

Members Present

Flora Martinez
Celina Rwengo
Lance Hoshaw
Chris Tarr (IHSS)

Members Absent

Marilyn Interian Matey
Linda Lovett
Diane Chapman
Sheila Johnson (IHSS)

Members of the Public

Jacqueline Carey-Wilson
Mary Gillion
Enrique Camacho (SEIU)

Public Authority Staff

Romina Price
Myette Christian
Tannya Munoz

MINUTES

1. Meeting took place over the phone via WebEx. Call to order and roll call – 09:10 A.M. Quorum met.

2. APPROVE MINUTES
 - Approve minutes from March 3, 2021 meeting
 - No objections stated from committee. Flora stated minutes are approved.

3. ADDITIONS/CHANGES TO AGENDA
 - Flora motioned to approve agenda
 - Celina motioned, Flora 2nd motion

4. Brown Act Training-Jacqueline Carey-Wilson
 - PowerPoint training discussed the following:
 - Ralph M. Brown Act that was passed in 1953 to ensure the public's right to attend and participate in meetings of local legislative bodies.
 - Agendas must be posted 72 hours in advance.
 - Daisy Chain-means items cannot be discussed between members outside the meeting date that will be deliberated/voted on during the meeting.
 - Flora asked if sub-committees (legislative committee) are able to discuss items in preparation of the next meeting.
 - Jackie states all discussion items must be stated on the agenda
 - Tannya asked if agenda has to be specific or can it be generalized such as "Supplies".
 - Jackie state agenda can be generalized
 - Changes/amendments to the agenda have to be posted 72 hours in advance otherwise meeting will have to be postponed.
 - Covered Rules of Order- IHSS Advisory Committee.
 - Jackie stated rules are a good outline of how to conduct meetings to ensure meetings run smoothly and suggest information be provided to all new members as part of the IHSSAC handbook.
 - If additional information/clarification is required, please call 909-387-4334 or via email at jcareywilson@cc.sbcounty.gov

5. IHSS ADVISORY COMMITTEE INTRODUCTION AND MEMBER REPORT
 - Introductions:
 - Celina Rwengo- Nothing to report.
 - Lance Hoshaw- Nothing to report.
 - Flora Martinez- Nothing to report as of now.
 - Chris Tarr- Nothing to report

6. PUBLIC COMMENT ON NON-AGENDA ITEMS

- Enrique Camacho
 - We Can Do It Campaign: Union continuing to reach out to providers and to the most vulnerable communities to encourage them to get vaccinated.
 - 100-200 vaccines were distributed in the last vaccination event held on April 14th; upcoming vaccination event will be in the city of Victorville
 - Health Care Negotiations- May 13th is the next bargain date.
 - Biden Care Plan- the care plan will allocate funding to home cares over the next 10 years-hoping it will pass
 - Reached out to the voters of Arizona for their senator support and have been assisting them in fighting for voter rights.

7. IHSS PUBLIC AUTHORITY REPORT-Rosa Hidalgo/Myette Christian

- Myette Christian
 - Currently doing Registry recruitment via local newspaper ads
 - Registry flyers were sent out as part of mass mailer
 - Collaborating with IHSS for the new BOUNDS program (new way to enroll new providers and conduct new provider orientation.) Information will soon be sent to recipients and caregivers
 - Encourages providers to continue contacting PA for PPE requests and to continue testing for COVID-19
 - Recommends increasing recruitment effort of IHSSAC members-recommends creating/dispersing IHSS Advisory Committee flyer with registry recruitment mail outs.

8. DEPARTMENT OF AGING AND ADULT SERVICES REPORT

- Chris Tarr:
 - Water intrusion (flood) in the Victorville office, therefore it is closed until further notice. Phones have been transferred to the Barstow office so there should be no issues in reaching a Victorville staff or social worker.
 - APS At Home Program- a Homeless prevention program under the umbrella of Assembly bill 1811. Assist APS clients experiencing homelessness or at risk of homelessness due to abuse, self-neglect, or financial exploitation. Some other services included are arrears payment of rent, moving expenses, utility expenses, or food expenses. Their main priority is to step in and provide services if a client is being evicted or unable to pay rent and need emergency assistance.
 - Please contact the APS department if you would like more information for this program at 1-877-565-2020
 - Vaccinations- IHSS has been partnering with Public Health, in promoting/assisting clinics around the county.
 - Participated in 53 first doses events.
 - 6,700 first doses have been administered.
 - 2,641 seniors over the age of 65 have been vaccinated
 - 37 second dose events have been completed
 - 3,128 second doses have been administered
 - 1,935 second doses administered to seniors over the age of 65

- 13 first doses to homebound individuals, 8 of those being seniors
- Currently working on a program to get more homebound individuals vaccinated.
- Great Plates Delivery Program- Extended through May 7th and has been extended several months
- Foresees 8 million dollars being spent in program support during the pandemic.
- Master Plan on Aging- purpose is to increase stability in the IHSS program
- Total number of IHSS cases for San Bernardino are 36,000.
- EV enrollment rate now 99.53 percent
- Average caseload size is slightly below 400. About 350-375 per say.
- Dept. new referrals are continuing to increase
- Intake assessments still being conducted via Zoom. However, this may change once the Governor announces re-opening plan.
- San Bernardino county ranked 13th by the State in the reassessment compliance rate.
- Ranked 21st for application rate. Processed about 94.75% of applications within 90 days.
- Cal AIM- similar to the coordinated care initiative in providing one care coordination. A more streamline process for the whole state of California.
- For additional information or resource, public can dial 211

9. DISCUSSION

- CICA Report
 - Celina asked for clarification of CICA membership and what it entails.
 - States last event speaker did not report anything pertaining to San Bernardino County. In addition, she does not see how this will be beneficial to IHSSAC.
 - Myette will check with former IHSSAC member Randy to see what is customarily discussed at the meetings
 - Celina states the next event will be June 2nd and is titled “Empowered Elder workshop”
- Legislation/Links/Helpful Resources
 - Flora provides links below and hopes other members can benefit from resources.
 - California Department of Social Services (CDSS) Information
 - ACL NO. 21-31: Implementation of New IHSS Medical Appointment Special Transaction Related to COVID-19 Pandemic.
 - ACL NO. 21-36: State COVID-19 Related Supplemental Paid Sick Leave.
 - IHSS Funding and Caseload March 2021
 - CA Alliance for Retired Americans (CARA): Master Plan on Aging Action Items-March 26, 2021
 - CDSS Resources
 - Disability Disaster Access & Resources- COVID 19

10. OLD BUSINESS

- Quotes for Prepaid iPhones
 - Romina-Purchased for 587.08 per budget report.
 - Tannya- can only purchase phone and prepaid cards one a time per month. So far have purchased 2, so the other phones and prepaid cards will be purchased next month.
 - Flora asked committee if it is okay to proceed with purchasing other 2 phones.
 - Celina states to hold off for now
 - Lance agrees
- Approve expenditure on Brown Act Training
 - Tannya informed members to disregard Brown Act training invoice due to no vote approval prior to presentation.

11. NEW BUSINESS

- Fiscal report-Fiscal Year (July 1, 2020-June 30, 2021)
 - Romina states report is up-to-date and includes: stipends estimate of future meetings, and supplies purchased
 - Flora inquired about IHSSAC flyers
 - Tannya estimates \$150 to purchase 1,000 flyers
 - Flora motion to approve purchase of flyers
 - Celina motioned, Flora 2nd motion
 - Flora asked for other expenditures
 - Tannya suggest mass mailer (letter/application) sent to IPs/clients
- Purchase of Supplies
 - Tannya project to estimate about \$500-600.00 including purchase of supplies (postage, envelopes, and payroll services to utilize staff to assist in stuffing envelopes)
 - Romina reads verbiage of letter to the committee
 - Flora motion for mass mailer project for the amount of \$600.00. Celina 2nd motion
 - Flora questioned website maintenance.
 - Tannya stated there is no charge for maintenance.
 - Flora referred to purchasing Robert's Rule book based on today's presentation.
 - Celina suggest purchasing 1 or 2 copies to have in the office
 - Tannya suggests one for the office, one for the chair, and one for the vice chair.
 - Flora motions to purchase 3 books in not to exceed \$60.00. Chris 2nd motion.
- Translation
 - Flora- knows of a lot of Spanish speaking families that are well involved in the community and would like to join the committee but

are Spanish speaking only and will need translators. Therefore proposes to translate materials such as the IHSSAC application or provide translation services for the meetings.

- Tannya refers to previous communication with the Board from 2019 and states they did not have the forms available in Spanish. It was also determined through County Counsel that the Board does not have to provide application in other languages.
- Flora would like to receive permission from the Board of Supervisors to translate the IHSSAC application
- In addition she would like to purchase translation equipment to use for the meetings.
 - Myette-suggest purchasing a headset for the interpreter and the person needing the interpretation for translation services, or hiring someone contracted to provide translation services.
- Tannya- could be about \$50.00 or \$100.00 to use contracted translation services.
- Myette- perhaps committee can find someone for now to help use translation equipment and or help with filling out the application if they speak Spanish per say. In addition committee can ask the Board of Supervisors for permission to translate the IHSSAC application
- Tannya-Committee (Chair) can draft the letter then PA will go through the legislation process where the department can see if it can be translated and or have the permission to translate internally.
- Flora motion to draft letter to Board of Supervisors. Celina motion. Chris 2nd motion.
 - Flora asks if purchasing translation equipment for now will be beneficial to the committee. Lance agrees it is a good idea and Celina thinks it will be good as well.
- Flora motions to purchase translation equipment to not exceed \$800.00. Celina motion, Chris 2nd motion
- Celina recommends purchasing carry on briefcases for members
 - Celina makes motion, Flora 2nd motion.
- Celina- are there CPR trainings that committee can purchase for members of the committee?
- Tannya- Committee can research if there are any being offered in person due to Pandemic. Currently PA is not offering CPR trainings in person at this time.
- Flora-estimates roughly \$493.00 leftover in budget with recommendations to purchases discussed in today's meeting.

12.ADJOURNMENT

- Next meeting 6/7/2021
- Meeting adjourned at 11:58 am
 - Chris motioned, Lance 2nd motion